

**MEETING MINUTES**  
**Eugene Budget Committee Meeting**  
**Zoom Meeting**  
5:30pm, Wednesday, February 18, 2021

**Committee Members Present:**

- |  |                       |
|--|-----------------------|
| <input type="checkbox"/> Councilor Clark | ✓ Jon Jasper          |
| ✓ Councilor Evans                        | ✓ Tai Pruce-Zimmerman |
| ✓ Councilor Groves                       | ✓ Rayna Jackson       |
| ✓ Councilor Semple                       | ✓ Eliza Kashinsky     |
| ✓ Councilor Yeh                          | ✓ Shaun Londahl       |
| ✓ Councilor Zalenka                      | ✓ Ryan Moore          |
| ✓ Councilor Syrett                       | ✓ Katherine Ryan      |
| ✓ Councilor Keating                      |                       |

**Guests:**

Mayor Lucy Vinis	Jeff Perry, Facilities Director
City Manager Sarah Medary	Jenifer Willer, Public Works City Engineer
Twylla Miller, Finance Director	Kerry Willhite, Finance Staff

**CALL TO ORDER**

Chair Jon Jasper called the meeting to order at 5:32 pm.

**I. [5:32 pm] Welcome**

Chair Jon Jasper welcomed all participants to the meeting, provided an introduction on how to provide public comment in this virtual format, and invited all members of the Budget Committee to introduce themselves and share how long they have been on the committee.

Katharine Ryan joined at 5:35 pm.  
Councilor Evans joined at 5:36 pm.  
Councilor Zalenka joined at 5:38 p.m.

**II. [5:40 pm] Public Comment on Proposed FY22-27 Capital Improvement Program (CIP)**

Lin Woodrich, co-Chair of Bethel Citizens, resident of Ward 6 and a home owner in Ward 8, spoke on the topic of increasing the tree canopy cover in the Bethel area, asked if the tree canopy could be considered a capital improvement, and inquired how it might connect with the new reforestation hub initiative that the City has been asked to pilot.

**III. [5:44 pm] Staff Presentation on Proposed FY22-FY27 CIP**

[5:44 pm] Kerry Willhite presented an overview of the CIP  
[5:48 pm] Jeff Perry presented on the CIP for Public Buildings and Facilities  
[6:03 pm] Jenifer Willer presented on the CIP for Public Works  
[6:20 pm] Kerry Willhite shared the timeline of the CIP

**IV. [6:21] Budget Committee Discussion and Recommendation to City Council**

Chair Jasper invited each Budget Committee member to provide comment/pose questions in a round-robin format. Each member was allotted three minutes. After each committee member had the opportunity to speak, Chair Jasper opened the queue for additional comments and questions.

Councilor Groves left at 7:30 pm.

[7:41 pm] Following Budget Committee Discussion Chair Jasper opened the floor for a motion to accept the CIP as presented.

Eliza Kashinsky, seconded by Councilor Syrett, moved to accept the CIP as presented.  
VOTE: PASSED 13:0

#### **V. [7:42 pm] 10-minute Break**

Chair Jasper called for the Committee to be in recess at 7:42 pm.  
Chair Jasper called the meeting back to order at 7:52 pm.

#### **VI. [7:53 pm] Financial Condition Update & Discussion**

The City Manager and Finance Director provided a high-level overview of the City's finances, focusing on the General Fund. This financial update included the following topics:

- City's approach to saving money over the last year;
- Key forecast changes in revenues and expenses;
- Taxable Assessed Property Value Trends;
- Property Tax Collection Rate;
- Annual Operating Surplus/(Deficit);
- Reserve for Revenue Shortfall;
- Areas of uncertainty; and
- Budget Committee process and timeline.

More details will be provided in April when the City Manager presents her proposed budget.

[8:18 pm] Chair Jasper put forth the topic that the meeting was running behind schedule and that now would be the time to make a motion to extend the meeting, if desired.

Ryan Moore, seconded by Councilor Evans, moved to extend the meeting by 30 minutes. VOTE: FAILED 12:1

Councilor Keating, seconded by Councilor Syrett, moved to amend the motion to extend the meeting by 10 minutes. VOTE: PASSED 13:0

[8:21 pm.] Chair Jasper opened the floor for discussion on the Financial Condition Update.

#### **VII. Minutes Approval**

Chair Jasper indicated that the Budget Committee meeting minutes from the May 27, 2020 and December 9, 2020 need to be approved.

Eliza Kashinsky, seconded by Councilor Yeh, moved to approve both sets of meeting notes. VOTE: PASSED 12:0 (Councilor Keating chose to abstain from voting because he was not present at either of the meetings for which the notes were written).

#### **VIII. [8:27 pm] Election of Officers**

Chair Jasper opened the floor for nominations of committee members for the offices of Chair and Vice-Chair.

Councilor Evans, seconded by Councilor Syrett, nominated Tai Pruce-Zimmerman for the office of chair. VOTE: PASSED 13:0

Councilor Keating, seconded by Councilor Evans, nominated Rayna Jackson for the office of Vice-Chair. Rayna respectfully declined the nomination.

Ryan Moore, seconded by Councilor Syrett, nominated Eliza Kashinsky for the office of Vice-Chair. VOTE: PASSED 13:0

#### **IX. [8:32 pm] Wrap Up and Next Steps**

Chair Jasper concluded the meeting with the following statements:

- Staff are working on content for the spring meetings and more information will be provided soon; materials will be sent two weeks prior to the next meeting.
- The Budget Committee will amend the public comment process and adopt the process used by City Council. This changes the public comment period for an individual from 3 minutes to 2 minutes and 30 seconds and imposes a maximum limit of 90 minutes for the public comment period. This change is not intended to limit public comment, but to allow for enough time for the budget committee process to take place. This change can be altered in the future if needed.

#### **ADJOURN**

Chair Jon Jasper adjourned the meeting at 8:33 pm.

Respectfully submitted,  
Abby Alway, Program Coordinator, Finance Division